

CORVALLIS AREA Metropolitan Planning Organization

1121 NW 9th Street, Corvallis, Oregon 97330
Contact: Corum Ketchum, CKetchum@ocwcog.org

CAMPO TECHNICAL ADVISORY COMMITTEE Wednesday, December 20, 2023 9:00 am - 10:00 am

VIRTUAL MEETING WITH CALL-IN AVAILABLE Via Microsoft Teams by clicking [HERE](#)

Meeting ID: 269 219 577 730

Passcode: BWtj38

Mobile 1 Click Number

[+1 872 242 8088](#)

Phone Conference ID 567 628 032#

AGENDA

- | | | | |
|----|-------|---|-----------------------|
| 1) | 9:00 | Call to Order and Agenda Review | Chair, James Feldmann |
| 2) | 9:05 | Public Comments | Chair |
| 3) | 9:10 | Minutes of July 27, 2023 (Attachment A) | Chair |
| | | <i>Action: Decision on Minutes</i> | |
| 4) | 9:15 | UPWP Review (Presentation)
Review and suggest workplan items for the upcoming Unified Planning Work Program (FY25 UPWP) and the work to date on the FY24 UPWP | Corum Ketchum |
| | | <i>Action: Solicitation of projects/action items from the Policy Board</i> | |
| 5) | 9:30 | Title VI Outline Review (Presentation)
Overview of Title VI plan update process and topics of interest | Corum Ketchum |
| | | <i>Action: Informational</i> | |
| 6) | 9:45 | STIP Amendments (Attachment B) | Corum Ketchum |
| | | <i>ACTION: Informational</i> | |
| 7) | 9:50 | Jurisdictional and Other Updates | All |
| | | <ul style="list-style-type: none">• CAMPO Updates• Jurisdictional Updates | |
| 8) | 10:00 | Adjournment
<i>The next regularly scheduled CAMPO TAC meeting is set for Thursday, January 25, 2024, from 9:00am to 11:00am.</i> | Chair |

ATTENDANCE (FOR QUORUM PURPOSES)

TAC Members	Jurisdiction	Attendance
VACANT	City of Adair Village	
Rory Rowan	City of Corvallis	
Chris Workman	City of Philomath	
Gary Stockhoff	Benton County	
Rebecca Houghtaling	Oregon State University	
James Feldmann	Oregon Department of Transportation	
Ex-Officio Members	Jurisdiction	Attendance
Mary Camarata	Oregon Department of Environmental Quality	
Barry Hoffman	Albany Transit/Linn Benton Loop	
Patrick Wingard	Department of Land Conservation and Development	
Jasmine Harris	US Federal Highway Administration	
Danielle Casey	US Federal Transit Administration	
Mark Bernard	ODOT Region 2 Principal Planner	
VACANT	Oregon Department of State Lands	

Quorum Requirement: MPO business may be conducted provided a quorum of the members attends. A quorum consists of at least a majority of the voting members. The TAC members may participate telephonically or by other means of electronic communication, provided the meeting is called to order at a meeting place where the public can attend, hear, understand and/or read the comments of the members participating by telephonic or electronic means and the members so participating can fully hear, understand, and/or read the comments of the other members participating in the meeting.

Meeting facilities are accessible to persons with disabilities. If you will need any special accommodations, Please contact Ashlyn Muzechenko at least 72 hours prior to the meeting. Ashlyn can be reached at amuzechenko@ocwcoq.org or 541-812-2002. TTY/TTD 711

**CORVALLIS AREA METROPOLITAN PLANNING ORGANIZATION
TECHNICAL ADVISORY COMMITTEE**

Thursday, July 27, 2023
Virtual Meeting
Microsoft Teams Technologies

DRAFT MINUTES

TAC Members	Jurisdiction	Attendance
Pat Hare	City of Adair Village	No
Rory Rowan	City of Corvallis	Yes
Chris Workman	City of Philomath	No
Gary Stockhoff	Benton County	Laural Beyer
Rebecca Houghtaling	Oregon State University	Yes
James Feldmann	Oregon Department of Transportation	No
Mark Bernard	ODOT: Region 2 Principal Planner	Yes

Guests: Dave Rabinowski and Andrew Mortensen

Staff: Transportation Manager Nick Meltzer, CAMPO Planner Corum Ketchum, AAMPO Assistant Planner Billy McGregor, and CED Administrative Assistant Ashlyn Muzechenko

TOPIC	DISCUSSION	DECISION / CONCLUSION
1. Call to Order and Agenda Review	The meeting was called to order by the guest chair Mark Bernard as the TAC chair James Feldmann was absent. It was noted by staff that CAMPO TAC does not have a regular Vice-Chair position.	Meeting was called to order at 9:03am by Guest Chair Mark Bernard There were no agenda updates.
2. Public Comments	There were no public comments made to the CAMPO TAC members in today's meeting.	There were no public comments.

<p>3. Minutes of April 27, 2023, (Attachment A)</p> <p>Action: Decision on Minutes</p>	<p>Rebecca Houghtaling made a motion to approve The CAMPO TAC June 29, 2023, meeting minutes and Mark Bernard seconded. The meeting minutes were adopted with no opposition.</p>	<p>Rebecca Houghtaling motioned to approve The CAMPO TAC June 29th meeting minutes; Mark Bernard seconded. The minutes were adopted without opposition.</p>
<p>4. Federal Aide Urban Boundaries and Federal Functional Classifications – Work Session (Attachment B)</p> <p>ACTION: Review and suggest edits to FAUB/FCC Map</p>	<p>Guest Chair Mark Bernard introduced this agenda topic and gave an overall summary of what this agenda topic entails.</p> <p>Andrew Mortensen, ODOT’s guest speaker shared a selection of slides to provide background on the Federal Aid Urban Boundaries (FAUB) and the Federal Functional Classifications (FFC) with specific examples for Philomath and Corvallis areas.</p> <p>Mortensen introduced the Project Team to the CAMPO TAC Members in attendance. Mortensen added that Mark Bernard, and James Feldmann, both CAMPO members, have been working closely on this project and will be the local connections.</p> <p>The project Team is headed by ODOT’s Road and Inventory/Classification Services (RICS) along with the Consultants: David Evans and Associates, Inc. which enables statewide coordination and GIS Tool Development.</p> <p>Mortensen provided the overview and purpose of the project, along with the specifics of “what” and the “why”.</p> <p>Mortensen noted that the team is touching bases with individual cities in the region along with the MPO’s as well.</p> <p>Mortensen shared the Census revises the urban areas every 10 years based on population counts from the decennial census. Additionally, each local jurisdiction would need to review and update their federal functional classification (FFC). FFC updates can and should be done at any time and it is not necessary to wait 10 years.</p>	<p>Meltzer summarized that there are no major concerns to the boundary, and it would be a good idea to move forward to including Adair Village into the new boundary. Once the map is updated then the slides and the updated map will go out to CAMPO TAC members and members can send in their comments before the end of August 2023.</p>

In 2020 FHWA Urban Area Definition has a population of at least 5,000. In the past, ODOT has historically adjusted the census-defined urban boundaries to better serve transportation planning needs.

Guest Chair Bernard asked about context with FEMA.

Mortensen answered that he would need to do more research to be 100% on an answer as this topic has not been brought up yet.

States, MPOs, and local governments may choose to make boundary adjustments for a variety of reasons, including but not limited to:

- Aligning urban area boundaries with existing planning boundaries
- Addressing irregularities in urban area boundary shapes
- Including transit routes and/or traffic generators
- Incorporating local knowledge or urban form
- Fostering an inclusive, effective, and comprehensive transportation planning process

Mortensen shared that the FAUB enables federal urban funding for interchange safety and operational improvements.

The FFC carries with it its expectations about roadway design, including its speed, capacity, and relationship to existing and future land use development.

Federal Legislation uses FFC to determine eligibility for funding for most PHQA funding categories including Federal Aide.

Mortensen advised that this process will be a 7-step process and will likely take through the end of 2024 to complete. The key take-aways are that FAUBs must be finalized by the end of 2023. Additionally, most FFCs changes should be identified by 2023, allowing time for collaboration on any complex changes before the end of 2024.

	<p>Mortensen added that the best way to submit changes is through the project web map.</p> <p>Mortensen then shared the interactive map from ODOT's website. The map itself is titled "ODOT Federal Aid Urban Boundary and Functional Classification".</p> <p>Houghtaling asked for clarification covering designated state-owned land, and other natural features designations. Houghtaling added that there has been a lot of university developmental discussion and there are included sections that will not likely become urbanized due to the land being used by agricultural and forestry programs.</p> <p>Mortensen answered that these boundaries are only to guide the transportation systems in these classifications and aren't always made just for development.</p> <p>Houghtaling asked for the timeframe for this to be re-looked at.</p> <p>Mortensen noted that this concept won't be looked at for another 10 years. But other factors are continuously investigated and evaluated.</p> <p>Guest Chair Bernard added that part of this boundary work is to capture roads that have an urban function that may weave in and out of the boundary and the federal government want the roads to be captured in a reasonable way, and that could mean that roads don't necessarily jump in and out of the boundary.</p> <p>David Rabinowitz asked if anything that is done in the project would restrict Corvallis's ability to change classifications in the future.</p> <p>Mortensen answered no, this would not create those restrictions. Additionally, this classification is just for federal funding.</p>	
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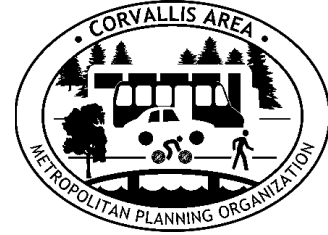
	<p>The purpose of the Federal Functional Classification is to reflect the current function. Planned roads can only be included in the STIP to be built in the next 5 years.</p> <p>Key Considerations for Adjusting FFCs:</p> <ul style="list-style-type: none"> • FFC should reflect the current function. • ODOT FFC and MPO/LPA FFC should match. • Rural/Urban Designation will be dictated by the FAUB. • FFC should follow FHWA guidance. • Consider access and mobility given local context. <p>Laurel Beyer added that the idea is the lands are already in the current MPO Boundary, so it won't impact a whole lot as it is not a land use area. Additionally, it won't be a huge issue to include OSU Property in the boundary.</p> <p>Staff Nick Meltzer shared the city has already designated the roads are there, and he doesn't believe it would do anything to further the conversation on if a road should go there. But if there was a decision for a road to go there it could be eligible for federal funding.</p> <p>Mortensen noted that the Urban Boundary isn't the issue for Oregon State University (OSU), instead the only thing that could be an issue would be the Federal Functional Classification for Aid.</p> <p>Meltzer summarized that there are no major concerns to the boundary, and it would be a good idea to move forward to including Adair Village into the new boundary. Once the map is updated then the slides and the updated map will go out to CAMPO TAC members and members can send in their comments before the end of August 2023.</p>	
<p>5. FY2023 UPWP Annual Report</p> <p><i>Action: Review completed tasks from the FY2023 UPWP</i></p>	<p>Staff Corum Ketchum shared the current progress of the FY2023 UPWP.</p> <p>The current progress is about 69% of the activities that would have been completed. The only missing area was due to CAMPO not having a planner for a period. Task 100 was 83% complete. Task 200 was</p>	

	<p>60% completed. Task 300 was 61% complete. Task 400 was 100% complete and Task 500 was 25% complete.</p> <p>Ketchum noted the UPWP is still in draft form, but once completed it would be posted to the CAMPO website for review from the TAC and Policy Board and it will be added to a future agenda as well for discussion.</p> <p>Meltzer added that all the required documents and deadlines were completed for this fiscal year.</p> <p>Mark Bernard asked about Safety Action Plans and Meltzer advised that there are no current requirements for MPO's to have one.</p>	
<p>6. FY2024 UPWP Roadmap</p> <p>(Attachment C)</p> <p>ACTION: Six-month preview of MPO Activities and Deliverables</p>	<p>Ketchum shared the FY2024 UPWP Roadmap with the TAC Members in attendance.</p> <p>Ketchum provided the TAC with the key deliverables that will be included in the FY2024 UPWP. Additionally, safety has a specific component of work that will be completed during this time frame.</p> <p>Ketchum shared the TAC and Policy Board Six-Month Calendar with the CAMPO TAC Members.</p> <p>Mark Bernard asked about Climate Friendly and Equitable Communities Work and if it was added into this UPWP.</p> <p>Meltzer answered that there are no requirements for the MPO itself and the requirements are on the individual cities of Corvallis and Philomath and their adoption of performance standards are planned for around FY25-27 with ODOT covering the costs for those updates to the two TSP's.</p>	
<p>7. Jurisdictional and Other Updates:</p> <ul style="list-style-type: none"> • CAMPO Updates • Jurisdictional Updates 	<p><u>Other Business/CAMPO Updates:</u></p> <p>CAMPO UPDATES:</p> <p>Meltzer shared that there will be a summer meeting break in August to skip both the CAMPO TAC and Policy Board meetings for that month with a cancellation coming out after this meeting.</p>	

	<p>Meltzer added that there will be a joint meeting between AAMPO and CAMPO Policy Boards in September 2023.</p> <p>JURISDICTIONAL UPDATES:</p> <p>Laurel Beyer shared that Benton County is working on the Chappel Drive project and is still on schedule. There will be some closures of the road coming up.</p> <p>Rebecca Houghtaling shared for OSU the July Construction Map of Campus. Additionally, Washington Way is currently under construction which is 12 years in the making.</p> <p>Rory Rowan shared with the City of Corvallis that there are still many staffing challenges but there have been major improvements with new hires coming on. In the last week there were 5 employees on board and maintenance has now started to tackle the backload of tickets.</p> <p>Mark Bernard shared with ODOT there has been great public outreach for planning and construction however there has been a large gap between design and engineering for the public outreach. This is something ODOT is working to address.</p>	
<p>8. Adjournment</p>	<p>The next CAMPO TAC meeting is scheduled for September 28, 2023</p>	<p>Meeting adjourned at 10:45am by Guest Chair Mark Bernard</p>

MEMORANDUM

Corvallis Area Metropolitan Planning Organization
1121 NW 9th Street
Corvallis, Oregon 97330



Date: December 13th, 2023
To: CAMPO Technical Advisory Committee and Policy Board
From: Corum Ketchum, CAMPO Staff
Re: Statewide Transportation Improvement Program (STIP) Amendments

Overview

The purpose of this memorandum is to provide an update on recent and ongoing amendments to the Statewide Transportation Improvement Program (STIP) relevant to the Corvallis Area Metropolitan Planning Organization (CAMPO). A summary table of amendments can be found on the following page.

These changes remove STBG projects from the STIP, which will now be state fund-exchanged and delivered without federal funding, and update projects to reflect current status

Approval is requested on five amendments, listed on page 2 of this document

Background on the STIP and MTIP

The STIP is the Oregon Department of Transportation's capital improvement plan for state and federally funded transportation projects. The current STIP (FY2021-2024) went into effect October 1, 2020, and expires September 30, 2024. Many of the amendments presented to the CAMPO board will be part of the upcoming FY2024-2027 STIP which was adopted in the fall of 2023. CAMPO acts as the regional coordinator to the STIP helping ensure that amendments and other adjustments are processed appropriately. CAMPO also maintains a Metropolitan Transportation Improvement Program (MTIP) which is consistent with the STIP.

Amendment Types

There are three types of STIP and MTIP amendments processed by CAMPO:

- **Full Amendments:** Require the greatest level of scrutiny including communicating project information to the Policy Board. The Technical Advisory Committee (TAC) determines if significant public outreach is necessary. At a minimum, the item will be reviewed by the TAC and placed on the next Policy Board agenda, which comes with notification requirements. Additional items for consideration include provision of a public comment period (two weeks), holding a public meeting, and any other actions deemed advisable by the TAC.
- **Administrative Amendment:** Require less scrutiny and are usually familiar to local staff members. Administrative amendments are brought to the TAC for discussion and approval. The Policy Board is notified of Administrative Amendments at their next regularly scheduled meeting.
- **Adjustment:** For minor changes, CAMPO staff have the authority to approve adjustments. Adjustments do not require committee approval or public notice.

Additional details on STIP and MTIP amendments can be found in the CAMPO MTIP policy [HERE](#).

Action Requested

- **Technical Advisory Committee**

- Amendment #24-27-0460 – Information only (new changes 11/02/23)
- Amendment #24-27-0567 – Information only
- Amendment #24-27-0568 – Information only
- Amendment #24-27-0570 – Information only
- Amendment #24-27-0571 – Information only
- K22698 – Information only
- K22699 – Information only

- **Policy Board**

- Amendment #24-27-0460 – Approval requested (new changes 11/02/23)
- Amendment #24-27-0567 – Approval requested
- Amendment #24-27-0568 – Approval requested
- Amendment #24-27-0570 – Approval requested
- Amendment #24-27-0571 – Approval requested
- K22698 – Information only
- K22699 – Information only

Table 1 - STIP Amendments

Key Number	Project Name	Amendment Number	Description	Amendment Type	Financial Impact
22034	Oregon Transportation Network - Benton Co FFY23	24-27-0460	Reduce project cost by \$77,105 to match the FTA allocation/grant amount.	Full Amendment	-77,105.10
23466	19th Street Preservation (Corvallis)	24-27-0567	Delete the project from the STIP per MPO request as the project will be fund exchanged, and as such is not required to be included in the STIP.	Full Amendment	-1,360,731.80
23468	Walnut Boulevard Preservation (Corvallis)	24-27-0568	Delete the project from the STIP per MPO request as the project will be fund exchanged, and as such is not required to be included in the STIP.	Full Amendment	-824,000.00
23470	Conifer Boulevard Preservation (Corvallis)	24-27-0570	Delete the project from the STIP per MPO request as the project will be fund exchanged, and as such is not required to be included in the STIP.	Full Amendment	-1,700,000.00
23472	FY27 CAMPO STBG Reserve	24-27-0571	Delete the project from the STIP per MPO request as the project will be fund exchanged, and as such is not required to be included in the STIP.	Full Amendment	-1,530,454.98
22698	Bellfountain Rd: Chapel Dr. to Alpine Rd. (Benton County)	-	Update to reflect 10% match on federal funds	Adjustment	85,564
22699	City of Corvallis Signal Improvements (2027)	-	Update to reflect 10% match on federal funds	Adjustment	78,070